

**Subcommittee Charge:** Support the ability of local community partnerships to improve outcomes for children and families in their communities, through effective state policies and practices.

**Community Systems Development Subcommittee (CSDS) Minutes  
Systems Alignment and Integration Committee, ELC**

July 31, 2013, from 10:00 a.m. – 12:00 p.m.

Children's Home + Aid, 125 S. Wacker Drive, 14th Floor, Main Conference Room, Chicago, IL

Conference call #: 888-494-4032: Pass code: 719 851 8485 #

These minutes were approved at the September 10, 2013 meeting of the Community Systems Development Subcommittee.

**I. Welcome and Introductions**

Present: Casey Amayun, Faith Arnold, Ana Maria Accove, Jeanna Capito, Ruth Kimble, Veronica Mercado, Edna Navarro-Vidaurre, Marianne Pokorny, Ana Serrano, Christy Serrano, Kathy Stohr, Joanna Su, and Jay Young. Participating by phone: Cindy Bardeleben, Charaine Boyd, George Davis, Eileen DeRoze, Karen Miller, Trish Rooney, Andi Sass, Amy Schroeder, and Ellen Walsh. Jeanna announced that EC Fellow Artishia Hunter recently transitioned to a job with Northwestern and we appreciate all of her excellent past support for the Subcommittee; meanwhile, co-Chairs Jeanna Capito and Joanna Su are sharing the staffing responsibilities along with support from Ebony Hoskin from the Governor's Office.

**II. Review and Approval of Minutes (June 13, 2013) ([handout](#))**

There was a motion by Kathy Stohr, seconded by Jay Young, to approve the June 13, 2013 CSDS meeting minutes; the motion was unanimously carried.

**III. Workplan (as revised to coordinate with Consortium for CSD - RTTT) ([handout](#))**

CSDS is aligning closely with RTTT's Consortium and the Co-Chairs worked with Kathy Stohr to coordinate workplans. The full CSDS workplan is attached for your reference. We will review specific areas of work during each meeting, as follows.

**A. Goal A (serve as an advisory body to State Initiatives)**

**1. MIECHV ([handout](#))**

Joanna Su reviewed the written MIECHV update. There will be a home visiting training retreat on September 16-18, 2013 that will be paid for with some MIECHV funds that need to be spent down by September 30; this will include a track on Collective Impact. Kathy Stohr and Joanna will talk to see how this event can be aligned with RTTT/the Consortium's work. Details are forthcoming and will be shared with this group as soon as they are available.

**2. Race To The Top/ Consortium for CSD ([handout](#))**

Kathy reviewed the handout for the Consortium for CSD that describes the three main aspects of its work, including strategic planning that addresses what a local early childhood system should look like in Illinois and how the state can support those local systems.

- a. Draft RFQ for consultant to lead the strategic planning process:** Kathy reviewed the draft and she welcomed feedback on the draft RFQ by August 9. The Child Care Resource & Referral system is also going into strategic planning right now, which is an exciting opportunity. Kathy will represent the perspective of the CSDS on the CCR&R strategic planning committee. Hopefully the consultant will be on board by November, to complete the plan by July. There might be a webinar for interested consultants as part of the bidding process. To guide this process, a smaller Thought Leaders team will be convened (a mix of public and private stakeholders): Please send suggestions to Kathy if you are interested or

know of people who are interested. Trish, Jeanna, Jay, Ruth, and the COFI Power PAC expressed interest. Kathy will put together all of the documents that have been compiled to date by the CSDS and will make these available online. As background information to inform the plan, Claire and Edna will be updating the CSDS chart of state systems, adding VA and OK among others. Jeri Cobb from BUILD has offered to put together some webinars on these state systems, which will be open to everyone. The consultant will then be looking at why things have or haven't worked in Illinois, and to recommend what aspects of other states' systems can be applied to IL. We will re-send this document to the CSDS for your reference. It was noted that IL needs to develop geographically-coordinated statewide coverage of community collaborations, including figuring out how communities within counties engage with county-wide collaborations (such as AOK Networks) and multi-county entities (like CCR&Rs). A shared structure and shared language is needed that also allows for community-level priority-setting and creativity and this will be discussed today. The Consortium will develop an email distribution list that will include all of the CSDS members.

- b. **Seeking members for March 31 2014 conference planning committee:** This event will be an opportunity for training as well as feedback/buy-in for the strategic plan. Granada Williams from IL Head Start Association, Joanna Su, Ana Maria Accove and George Davis volunteered; please let Kathy Stohr know if you are interested. This committee will probably start to meet in September. George Davis stressed the importance of involving local governments as well; for example, there is a regional planning process in Rockford that includes multiple levels of systems.
- c. **Seeking input on survey of community systems coordinators:** The Consortium will be surveying staff who work on EC community systems development, to identify their professional development needs and interests. The survey content can be informed by the AOK and MIECHV CSD job descriptions. The professional development plan could include opportunities for coaching and mentoring as well as training.
- 3. **Early Childhood Community Systems proposal submitted by ICAAP:** Ana Maria reported that only seven states submitted applications by the initial deadline, so funding for Illinois is likely, but there has been no notification yet.

#### B. Goal B (advance access to resources to guide CSD work)

- 1. **Draft guiding principles for CSD work (handout):** This is a new piece that we felt was needed to guide our work and prevent misunderstandings. (The revisions made to this document during the meeting will be sent out as a separate attachment.)
- 2. **Definition of high quality EC system (handout):** : this is a new draft for CSDS review. (The revisions made today will be sent as a separate attachment.)
- 3. **Affirm/refine core functions of CSD (handout):** : these were previously drafted and discussed by the CSDS. (The revisions made today will be sent as a separate attachment.)
- 4. **Revised CSD Resource Toolkit will be online soon**
- 5. **Updated Community Partnership Profiles are online**
- 6. **Clearinghouse for CSD professional development:** We are aware of the following upcoming training events, and details will be sent out as they become available:
  - Home visiting training retreat: September 16-18 in Champaign
  - Innovation Zone kickoff conference: September 24 in Naperville
  - March 31, 2014 conference in Springfield
  - Subcommittee members are invited to please share any training announcements with the group and to try to open up the training to others as much as possible.

#### C. Goal C (create, recommend, and support state to local funding mechanisms)

- 1. Upcoming: research on how governmental bodies approach CSD

2. Upcoming: advise Consortium on focus group/interview/surveys for collaborations

**IV. Suggestions for next meeting's presentation?**

Members are interested in hearing from Austin's partnership with the Erikson Institute, any community that is working well with DCFS; any community that is working well with universities and who has leveraged this to impact policy, and communities who have closely engaged parent leaders. Jeanna and Joanna will put together a schedule of speakers on these topics for our upcoming meetings.

**V. Proposed Meeting Schedule**

Tuesday, September 10, 10am (the major focus will be finalizing the CSD definitions and principles)

Thursday, November 21, 10am (the week before Thanksgiving)

Thursday, January 16, 10 am